

# **SHELTER HARBOR FIRE DISTRICT**

## **BOARD OF GOVERNORS MEETING MINUTES**

**May 17, 2014 at 8:30 a.m.**

**Shelter Harbor Inn**

**10 Wagner Road**

**Westerly, RI 02891**

### **I. Call to Order and Roll Call**

**The meeting was called to order by the Moderator at 8:31 a.m. Tom Lloyd, Bob Hatfield, Jack Waters, John Bruno, Michael McEntee, Mary Harrop, and Vivian Duff were present. A quorum was declared.**

### **II. Public Comment/ SHFD BOG Response**

**No public comment was offered.**

### **III. Approval of Minutes of December 14, 2013**

#### **Correction to Community Events Calendar - 2014 not 2012**

**A motion was made, seconded and voted unanimously to approve the meeting minutes for the December 14, 2013 meeting of the Board of Governors as drafted and with the correction to the Events Calendar.**

### **IV. Announcements**

**The following announcements were made:**

**Community Events calendar was corrected to show the year from 2012 to 2014**

**Susie and Mark Pratt's son George passed away unexpectedly. He leaves a wife and daughter.**

**Nicholas Christy and Thomas Smith passed recently.**

**Recently enacted legislation requires certification of tax roll; financial reporting requirements and an audit of the fire district's annual budget.**

**V. Correspondence**

**A. National Grid power distribution upgrade**

**B. Woody Carter**

**C. Zoning Appeal 382 Post Road**

**D. Elly Heyder – McDowell Rd.**

**E. Alex Platt – Safety Update**

**F. Letter from Nopes Island Conservation Association**

**The following matters were presented at this portion of the meeting:**

**National Grid is conducting a power distribution upgrade. Power outages and service interruptions are expected on or about June 1, 2014.**

**Woody Carter passed away in February 2014.**

**A Westerly ZBR issue across Route 1 from the Shelter Harbor Inn to the rear of Stenton Avenue was discussed by the Board. No action was taken.**

**Carl Ciarcia is preparing to construct a home on his property on MacDowell Road. The Board of Governors was requested to monitor the construction for compliance with the provisions of an agreement between Mr. Ciarcia and the Fire District.**

**Alex Platt identified a tree on some electrical wires. National Grid was informed and observed the condition. No remedial action has yet been taken.**

**Nope's Island correspondence reviewed. Matter will be placed on the next Board of Governors meeting for discussion of the proposed lease arrangements.**

## **VI. Treasurer's Report**

**Glen provided a written report to the Board. Tom reviewed Glenn's report with the Board. A surplus for this Fiscal Year anticipated at this time.**

## **VII. Tax Collector's Report**

**Harry's report outlined most tax payments have been made. District**

**Counsel will initiate a tax sale process with a courtesy mailing first. All costs and expenses regarding the tax sale process will be assessed to the delinquent accounts.**

## **VIII. Appointment of Agents and Committees**

### **A. Database and Directory Agents**

**Nonie & Liz Miller were appointed database and directory agents by the Moderator.**

## **IX. Agent and Committee Chair Reports**

### **A. Beach – Report**

**Bob Hatfield reported on the following matters:**

**Replacement and possible repair of the Memorial Bench was discussed.**

**Beach Committee report was discussed with the Board of Governors**

**Overcrowding at Grove Dock, the Beach, and signage issues were discussed. Passes, Beach use, overcrowding – especially in July and August were discussed, including remedial action options. Some suggestions included that the number of passes could be adjusted downward.**

**Discussion of current beach pass distribution provisions and proposed revisions to beach pass distribution provisions.**

**Some facts were mentioned:**

**Currently 225 x 2 passes typically issued = 450 weekday issued passes**

**Passes issued for 2 years (last year and this year) – some expectation exists**

**400+ passes with only 46 spaces = overcrowding; 12 Inn passes is a de minimus impact on beach overcrowding**

**Board decided to pass this issue for this year and have a more thorough discussion of the overall pass issuance process; possibly lower the amount of passes issued; reduce overcrowding by design. Include Inn with the “process” to revise the pass system.**

**Should this be brought to the Annual Meeting for discussion – mixed thoughts were expressed.**

**Interim measures can be implemented to curtail some conflict issues discussed by the Beach Committee.**

**-E.g. Staff enforcement measures, including logs of passes used and/or technology upgrades**



**Discussion followed with District Counsel regarding opinion on ramifications of suggestions and possible legal consequences. Brief discussion follows.**

**Based on the overall discussion, a summary of recommendations was outlined. They are as follows:**

**Leave residencies passes alone**

**Vacant Lot = consider reducing to 1 everyday pass (leave alone for now – enact revisions next year maybe)**

**Regarding the Inn:**

**Check ID of bus passengers/no stops outside Shelter Harbor**

**Remove Grove Dock reference from Inn web site and refrain from Inn's use of dock,**

**12 passes stay in effect this year (maybe 1 everyday next year = same**

**as resident)**

**Improve cleanliness of bus**

**Action: Moderator and Michael McEntee to discuss highlighted issues with Inn,**

**John, & Jack to discuss beach parking enforcement with Security**

**B. Beanpot – No Report**

**C. Bylaws – Report**

**Joe Rucci reviewed bylaws and filed report. Discussion followed. Beach pass; bonding; and voting provisions were raised. Voting provisions require Charter and By Laws amendments – requires General Assembly action. Not viewed favorably – issue not material to justify efforts and risks.**

**Committee authority/structure not contained in By Laws. Other fire districts have standing committees with authority provisions. Joe recommends a more structured format for SHFD committees. Amend Article 11 required. Joe will attend future Board meeting to discuss recommendation with Board.**

**Bond provisions for Collector and Treasurer were discussed. Cost estimates should be obtained to increase the current amounts from \$25,000.**

#### **D. Community Events – 2014 Calendar**

**No report was made, but a brief discussion of the 2014 events schedule was held.**

#### **E. Database – Report**

**No report, but Nonie will provide an updated listing to the Board of Governors in the near future.**

#### **F. Directory – No Report**

**The directory is finished, is back from the printers, and will be distributed soon to the community.**

#### **G. Finance – No Report**

#### **H. Harbor Master – Report**

##### **Small Boat Racks – Report**

**Small Boats report was distributed to Board; new benches being installed soon at Grove Dock. Moorings and inspections discussed. Gate at Wagner Road needs replacement. No update on Harbor Management Plan status with CRMC.**

## **I. Long Range Planning Committee – No Report**

### **J. Roads – Report**

**Jack reports overgrown trees and brush trimmed to improve visibility for Dunn's Corners Fire District. Town crews came through Fire District and did a good job trimming along Wagner Road. Potholes from the winter were patched as needed. Road conditions remain good.**

**Brush pickup will be June 23-27. One pile per household allowed not to exceed 4' x 4' x 6' in size of pile allowed.**

**Discussion of need to trim vegetation on several Fire District roads ensued. Jack will review, consider and take action as needed to improve access along cross-streets to standards desired by Dunn's Corner Fire District.**

## **K. Safety and Security – No Report**

### **Lost and Found Policy**

## **L. Tennis – No Report**

**No report was issued. The Moderator explained that a contract for maintenance work has been drafted. Glen and Moderator will continue drafting contract and will forward to District Counsel for review.**

## **M. SHFD Website – No Report**

**Bob Duff explained that he has been using Wix.com to create a new web site – it is presently in the development stage and progressing. Review of preliminary site design taken by Board.**

## **X. Old Business**

### **A. Bylaws – Resident Definition**

**Issue was handled under Agent and Committee reports. No further discussion was undertaken.**

### **B. SHFD Fire Protection Contract**

**Contract with Dunn's Corner will be extended for 1 year under an evergreen provision in the existing contract. Moderator will continue discussions with Dunn's Corner for renewal after this extension period. Westerly rate and Charlestown rate applies to service providers by Dunn's Corner. Other area fire districts are undergoing contract revisions and renewals with Dunn's Corner – Shelter Harbor intends to observe the process.**

### **C. Presentation of Arborist Report**

**Trees and shrubs need trimming along roads to improve access for fire apparatus. Evaluation and actions are on-going**

## **XI. New Business**

### **A. Election of Vice Moderator**

**Jack Waters was presented, and nominated at the meeting for the position of Vice Moderator of the SHFD. The Board of Governors voted unanimously to elect Jack as the Vice Moderator.**

### **B. QBCC Dues**

**Glen sought authority from Board to pay QBCC annual contribution of up to \$1,000 (\$600 currently budgeted). A motion was made to authorize Glen to make an additional \$400 contribution to QBCC – The motion was unanimously approved.**

## **XII. Public Comment/ SHFD BOG Response**



**No public comment was offered.**

### **XIII. Adjournment**

**The Meeting adjourned at 11:20 a.m. The next Board of Governors meeting will be held on Friday, June 20, 2014 at 8:30 a.m. at the Shelter Harbor Inn.**

**Recorded by Peter Ruggiero**

**Legal Counsel, SHFD**